


Budget Work Session

Agenda Item #	1, 2, 3, 4, and 5
Meeting Date	May 10, 2007
Prepared By	Barbara B. Matthews City Manager 
Approved By	

Discussion Item	Work session concerning the proposed budget for FY08
Background	<p>The City's new fiscal year will commence on July 1, 2007. In accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager has prepared a proposed budget for consideration by the City Council.</p> <p>The proposed budget for FY08 accounts for the City's financial activities in three major funds or fiscal entities. They are the General Fund, the Stormwater Management Fund, and the Special Revenue Funds.</p> <p>The City Council will hold a series of work sessions to discuss the proposed budget. The work session on May 10th will focus on the Library, General Government (including legal services and Council expenses), Public Works, the Stormwater Management Fund, and non-departmental costs. In addition to operating expenditures, the City Council will have an opportunity to review and discuss capital outlay requests and any projects accounted for in the Special Revenue Funds that will be overseen by the aforementioned departments.</p> <p>In preparation for the May 10th work session, City staff has prepared background materials concerning certain departmental matters. These materials are included as part of this agenda packet.</p>
Policy	In accordance with Article VIII of the Charter of the City of Takoma Park, the City Manager is charged with submission of a proposed budget for consideration of the City Council. Before adoption of the budget, the City Council shall hold at least one public hearing. The public hearing was held on May 7 th .
Fiscal Impact	The City Manager's proposed budget for FY08 provides for total expenditures of \$20,545,625. General Fund expenditures total \$19,411,809. Combined expenditures for the other funds (Stormwater Management and Special Revenue) equal \$1,133,816.
Attachments	<p>Staff previously provided the City Council with a binder containing information related to the proposed budget for FY08. The information contained therein will be discussed at the work session. Staff requests that Councilmembers bring their binders with them to the work session.</p> <p>Additional information related to the proposed budget is as follows:</p> <ul style="list-style-type: none"> As requested by Councilmember Austin-Lane on May 7, 2007, copy of a memo dated September 15, 1998 from Harriet Henderson, Director of the Montgomery County Department of Public Libraries, and Ellen Arnold-Robbins, Director of the Takoma Park Library, to the Montgomery County Health and Human Services Committee

	<ul style="list-style-type: none"> • FY07 accomplishments of the Takoma Park Library • Performance measurements for the Takoma Park Library • Comparative analysis of legal costs for FY05, FY06, and FY07 • Memo dated May 9, 2007 from City Manager Barbara B. Matthews concerning City-provided PDAs for City Councilmembers • Memo dated May 9, 2007 from City Manager Barbara B. Matthews concerning Council Conference/Training Policy • FY07 accomplishments of the Public Works Department • Performance measurements for the Public Works Department • Memo dated May 9, 2007 from City Manager Barbara B. Matthews concerning City-maintained bridges in Takoma Park • Memo dated May 9, 2007 concerning proposed Stormwater Management Fund expenditures • FY07 accomplishments of the Stormwater Management Fund • Performance measurements for the Stormwater Management Fund • Solid waste cost comparison as requested by Councilmember Austin-Lane on May 7, 2007 • Street Restoration Program FY08–FY11 • Revised FY2008 Budget Summary for the Special Revenue Funds, as well as supplemental project information <p>More information on the proposed budget for FY08 can be found on the City's website, www.takomaparkmd.gov.</p>
Recommendation	Staff recommends that the City Council discuss the proposed budget for the Library, General Government, Public Works, the Stormwater Management Fund, and Non-Departmental and provide direction to the City Manager relative to the proposed budget for these budgetary areas.
Special Consideration	



DEPARTMENT OF PUBLIC LIBRARIES

Douglas M. Duncan
County Executive

Harriet Henderson
Director

MEMORANDUM

TO: Honorable Gail Ewing, Chair
Health and Human Services Committee

FROM: Harriet Henderson, Director *HH*
Montgomery County Department of Public Libraries *EAR*

Ellen Arnold-Robbins, Director
Takoma Park Public Library

DATE: September 15, 1998

SUBJECT: Takoma Park Public Library

1. Should the Takoma Park Library continue to be a City library, or should it become part of the County Library System? Please explain the rationale for your answer.

As Directors of the two library systems, we see obvious advantages for cooperative efforts between the Takoma Park and Montgomery County libraries. We do not see obvious advantages for consolidation of the Takoma Park library into the County library system.

From Takoma Park's perspective, the question of whether the Takoma Park Library should remain independent is a policy issue best addressed by its constituents. For many people in Takoma Park, local control of the Library is of paramount importance and is the overarching reason why they support its independence. For those who use the Library routinely, local control means they probably have more direct input into programs, collections and policies than they would have as a branch in the County system, and they support it as vigorously as they support the autonomy of other city services. But for an even greater number of people in Takoma Park, local control means that power to determine whether or not the city will have a library at all.

Montgomery County's Department of Public Libraries typically locates libraries no less than 2.5

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miles from one another. The Takoma Park library is located 1.8 miles from both the Silver Spring and Long Branch libraries of the Montgomery County system. Given the proximity of Long Branch and Silver Spring, it is difficult to understand how the County would justify three libraries in this contained service area.

Takoma Park residents are greatly concerned that absorption of the city library into the Montgomery County system would result, sooner or later, in its closure. For the past year, the County Council has heard public testimony and has received numerous petitions and letters from people who passionately support the continued existence of the Takoma Park Library. The Council has heard about its proximity to five schools and its many services to children, college students, the elderly, and non-drivers in the surrounding neighborhoods. It would be redundant to reiterate their arguments here.

Additionally, the County has not had requests from Takoma Park residents for expanded library service in this part of the county. This would indicate, at least on the surface, that Takoma Park residents are satisfied with their current city library service, and/or use other Montgomery County or other nearby library systems for their unmet library needs. Both library systems have open borrowing policies, with Montgomery County residents allowed borrowing privileges at Takoma Park's library and vice versa.

With no apparent desire on the part of Takoma Park residents for the Takoma Park library to become part of Montgomery County's system, and with significant financial issues (see #2) resulting from consolidation, from both of our perspectives there is no immediate reason to pursue consolidation.

2. What is the current cost to run the Takoma Park Library? How much staff does it have? How would the cost and staffing change if the library became a branch in the County Library System?

For a comparison of the operating costs of the Takoma Park Library and a MCDPL small community library, see the attached cost comparisons. Costs are based on approved FY 99 operating budgets and statistics on volumes and circulation are based on end-of-year data for FY 98 just completed.

The cost to the County of transforming and maintaining an independent library would, of course, far exceed the \$96,000 now rebated to Takoma Park.

3. Under State law, only County libraries are eligible for State aid through the County-State minimum library program. Because it is a municipal library, the Takoma Park library is not eligible. If the library became part of the County system, would the amount of State aid for libraries increase for Montgomery County, or would the existing State aid have to be divided among all of the County libraries plus Takoma Park? If State aid would increase, how much would go to Takoma Park?

Montgomery County has always received State aid through the County-State minimum library program for that portion of Takoma Park in Montgomery County, because under State law only a county library provides recognized public library service to a community. State aid is distributed on a per capita formula which first considers total population of the jurisdiction and then applies a jurisdiction wealth factor. The current State per capita funding for Montgomery County is \$2.15, for a total of \$1773,000 in FY 99. Montgomery County's share of State aid will increase minimally in the year 2000 because of the unification of all of Takoma Park (5,000 people added) into Montgomery County in 1997. The Assistant State Superintendent for Libraries recently confirmed that the County has always received funds for that portion of Takoma Park in Montgomery County. (The increase in funds following unification has been delayed until 2000, because of the disproportionate impact on Prince Georges County, which lost population at the high end of their wealth base.)

4. The Noyes Children's Library is run by the County and funded through a public-private partnership. Since there is already a precedent for a jointly funded hybrid library, would it be possible to develop a hybrid model to bring the Takoma Park Library into the County library system but have the City continue to operate it? If so, how would the hybrid model work? What would be its advantages and disadvantages? What costs or staffing changes would be involved in making the transition to the hybrid model? If it is difficult or impossible to develop a hybrid model, what are the roadblocks of doing so?

The current public-private partnership for the Noyes Children's Library occurred in 1991 when the Noyes library was considered for closure. The Noyes Children's Library Foundation stepped in at that time and volunteered funding to allow the County to retain the Noyes library on a reduced service basis. Their annual contribution of \$27,000 goes into the General Fund to offset the cost of running the Noyes Children's Library.

The Noyes Children's Library is and always has been a part of the County library system. It is maintained by Facilities and Services, staffed and supervised by Department of Public Libraries, within the overall plan of services for the Department of Public Libraries. The Noyes Children's Library Foundation meets with MCDPL staff to review budget needs, but takes no part in planning the services or setting direction for the organization.

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As the Takoma Park Library is a City of Takoma Park Department, a partnership between the two library systems would be a partnership between the two governmental entities. An appropriate model would more likely be multi-jurisdictional agreements for services such as emergency services.

5. The Executive declined to take a position on Bill 6-98. We assume that generally the Department will represent his views in your response to these questions. However, if he wishes to comment directly on any of the issues we raise, we would welcome his input.

“The County Executive has no position on Bill 6-98. His position regarding County funds being provided to the Takoma Park Library was made clear during the budget process when he included a grant for the library for this fiscal year in his proposed Operating Budget. During discussion with Takoma Park municipal representatives, the Executive has conveyed his belief that County support for the library and other local projects should all be considered together in the context of total County support of Takoma Park requests for each year. The Executive further emphasizes that County support for the Takoma Park Library is in the form of a grant, not a rebate. County funding for this library is an issue to be resolved on its own merits; it is not an issued to be confused with the Municipal Tax Duplication Reimbursement Program.”

HH:dm

cc: The Honorable Kathy Porter, Mayor of Takoma Park
City Council of Takoma Park
Beverly Habada, City of Takoma Park Administrator

FY07 ACCOMPLISHMENTS - LIBRARY

Children

- Increased Spanish language programming to include monthly Saturday morning story time for elementary age children.
- Initiated special holiday craft nights.
- Began weekly programs for young children to practice reading skills with specially trained therapy dogs.
- Taught library skills and poetry to 14 third grade classes and 10 fourth grade classes.
- Initiated the first Dia day, designed to celebrate Takoma Park's multicultural families.

Young Adults

- Enlarged and revitalized young adult fiction collection using new shelving donated by author Katherine Patterson in memory of Gene Namovicz.
- Added six new magazine subscriptions for teens.
- Began new teen book club.

Outreach

- Supported and assisted Friends of the Library in creation of bi-monthly reading club for adults, an urban poetry walk and a Favorite Poem Evening during National Poetry Month, and a winter book sale. Total contributions to the Library by the Friends during the year totaled \$7,900.
- Participated in the fifth annual Mike Morrissey charity golf tournament which raised \$5000 for the Library.
- Enabled readers to subscribe to a new on-line book club, accessible on the Library web site and made available through the Friends.
- Began two new 'blogs' - one for teens and the other for children.

Collections

- Met community demand for new collection of contemporary African American fiction in paperback.
- Enhanced our world music collection with new CDs from Senegal, the Congos, Guinea, Cameroon, Mali, Eritrea, Kenya and Cuba.

Computer Rooms

- Open 50 hours per week with three part-time staff by June of 2006.
- More than 20,000 sessions (log-ons) from July to December 2006.

LIBRARY

Performance Measures	FY06 Actual	FY07 Projected	FY08 Projected
Circulation of materials	101,617	113,446	124,790
Circulation per capita	5.87	6.56	7.21
In-library use of materials	31,601	38,478	42,326
Use per capita	1.83	2.22	2.45
Registered borrowers (active)	Not Available	7,389	7,758
Program attendance	Not Available	5,216	5,477
Total Internet sessions (log-ons)	Not Applicable	41,614	41,614


**City of Takoma Park
Comparative Analysis of Legal Costs
FY05, FY06, and FY07**

Service Month	<u>FY05</u>	<u>FY06</u>	<u>FY07</u>
July	20,728.53	8,531.33	13,187.12
August	11,977.19	7,459.54	4,420.88
September	11,940.49	6,788.43	19,959.95
October	10,481.30	13,763.98	29,534.11
November	10,734.60	10,947.51	8,968.51
December	15,114.21	8,882.48	5,291.87
January	7,941.44	9,264.20	7,540.24
February	9,527.28	10,868.05	8,354.11
March	16,018.75	18,087.86	13,081.70
April	6,676.50	11,941.31	
May	6,545.90	6,992.85	
June	14,634.79	7,532.46	
Total	142,320.98	121,060.00	110,338.49

Note: Payment for services rendered in May 2005 and June 2005 were made in FY06. Consequently, actual expenditures in FY06 will represent charges for more than 12 months of service. The total of the charges for May 2005 and June 2005 was \$21,180.69.

The above figures represent costs for legal services performed by Silber & Perlman. Incidental charges for membership dues, etc. paid to other vendors are not reflected in the above figures.

Memo

To: City Council
From: Barbara B. Matthews, City Manager 
Date: May 9, 2007
Re: City-Provided PDAs for City Councilmembers

Councilmember Clay has suggested that the City provide a Personal Digital Assistant to any Councilmember who desires one, as well as covering the cost of the associated service contract. My proposed budget for FY08 does not include funding for this purpose.

The City's current wireless contract plan is the "America's Choice II for Business 450 Share Unlimited." It includes 450 shared minutes with unlimited calling on nights and weekends. Additional features included in the plan are caller ID, three-way calling, call waiting, and call forwarding.

Due to the nature of their jobs, certain staff members also have "PDA/Smartphone Unlimited" service, which provides them with calendar synchronizing and e-mail capability. One hundred (100) text messages are provided for each cell phone.

The cost of a Treo 700W phone is \$449. The monthly service cost per phone is \$75.42, or an annual cost of approximately \$905.

Staff suggests that the City Council discuss this matter during the work session on the General Government Department and provide direction as to whether funding should be included in the FY08 budget.

Memo

To: City Council

From: Barbara B. Matthews, City Manager 

Date: May 9, 2007

Re: Council Conference/Training Policy

On July 10, 2006, the City Council held a work session to discuss training and conference attendance by members of the City Council. At that time, staff recommended that the City budget a defined amount for each Councilmember for these activities.

My proposed budget for FY08 includes \$15,000 in the Legislative Division of the General Government Department for training and conference attendance by members of the City Council. This figure assumed an allocation of \$2,000 for each Councilmember. The remaining \$1,000 is to cover the cost of additional conferences associated with one's service as Mayor or as a member of the Maryland Municipal League (MML) Board.

I encourage the City Council to establish guidelines regarding the type of training and conference for which City funds could be used, with an emphasis on a Councilmember's role as a legislator. Such activities would include conferences/training offered by the Maryland Municipal League and the National League of Cities (NLC).

The \$2,000 allocated for each Councilmember took into account the cost of the annual MML Conference, as well as the fall legislative conference. Any residual monies could be used by a Councilmember to attend a local training seminar. Alternatively, a Councilmember may wish to use his/her allocation to attend a more costly conference, such as the annual National League of Cities Conference, which is held outside the DC metropolitan area.

It should be noted that the cost of events such as the MML Montgomery County Chapter dinner held in the fall is charged to another budgetary line item.

FY07 ACCOMPLISHMENTS – PUBLIC WORKS

- Completed installation of a compliant salt storage facility at the Public Works Yard.
- Completed renovation of 7133 Carroll Avenue for the Fire Station Project.
- Created and staffed position of Facility Supervisor for all City Facilities. As a result of this position, the Department has been able to reduce outside contractor maintenance support by over \$15,000 this year. Anticipate great cost reductions in the following year.
- Completed expenditure of the Street Loan Fund on the City's Street Restoration Program.
- Upgraded Truck Fleet to better match the demands of the Department. Replaced two F-350 trucks with F-450s and replaced the Backhoe with a Loader.
- Completed upgrades to the exterior of the Library, including window replacements, soffit and fascia replacement, and installation of new downspouts.
- Traffic Calming Projects planned and installed at Lincoln Avenue and Elm Avenue, Elm Avenue and Auburn Avenue, Glenside Drive and Wildwood Avenue.
- Pedestrian Safety Projects planned and installed at Maple Avenue from Philadelphia Avenue to Sherman Avenue, Park Avenue and intersection with Philadelphia Avenue and Boston Avenue sidewalk installation.
- Upgraded Fuel Management Software, replaced pumps and installed required sensors and overflow containment related to the tanks and pumps.
- Leaf Collection Program expanded to 7 week program - enabled all City streets to receive two or more collections prior to end of collection program. First season to end on time as a result.
- Processed approximately 12,000 cubic yards of leaves through the curbside vacuum leaf collection program.
- Restored the street surface and replaced and improved sidewalks on Willow Avenue.
- Restored the street surface on Winchester Avenue, and New Hampshire Avenue service road from Conway Avenue to Prince George's Avenue and from Auburn Avenue to Larch Avenue.

PUBLIC WORKS

Performance Measures	FY06 Actual	FY07 Projected	FY08 Projected
Permits processed	26	53	48
Vehicles maintained	64	74	79
Vehicles purchased	0	21	7
Equipment purchased	1	2	2
Vehicle/equipment work orders	874	811	850
Preventative maint. checks	160	170	180
Leaf collection – tons collected	1,850	2,105	2,000
Mulch sales – in city delivery	260	272	270
Mulch sales – outside deliveries	85	93	100
Tons of trash collected	4,052	4,222	4,300
Tons of paper collected/recycled	1,151	901	1,100
Tons of commingled recycling	413	434	400
Tons of yard waste collected	404	410	400
Trees removed by permit	152	87	150
Tree protection plan permits	30	31	30
Waivers issued by City Arborist	164	144	150
Miles of road resurfaced	2.5	1.2	0.5
Linear feet of curb/gutter replaced	32,499	5,368	1,000
Square yards of sidewalk repaired	1,531	1,431	250
Square yards of driveway aprons replaced	767	398	200

Memo

To: City Council
From: Barbara B. Matthews, City Manager 
Date: May 9, 2007
Re: City-Maintained Bridges

During the City Council's budget discussion on May 9, 2007, a member of the City Council inquired about the status of the two bridges maintained by the City of Takoma Park. Each bridge is inspected on an annual basis.

This year's inspection report indicated that, while both bridges are structurally sound, their condition is deteriorating. Based on figures received from a vendor for M-NCPPC, the estimated cost of the repairs to the City's bridges is as follows:

- | | |
|------------------------|-----------|
| • Maple Avenue Bridge | \$184,800 |
| • Flower Avenue Bridge | \$156,150 |

Due to the significant cost of the repairs that will eventually be undertaken, forethought regarding the funding mechanism will be required.

The City Engineer is exploring the feasibility of phasing in the repairs. Under this scenario, critical structural elements would be addressed first, with non-critical elements undertaken at a later date. If a phased approach is realistic, it is possible that doing so would prove more costly, as certain costs would be replicated.

Memo

To: City Council
From: Barbara B. Matthews, City Manager *BBM*
Date: May 9, 2007
Re: Stormwater Management Fund

Proposed Stormwater Management Fund expenditures for FY08 total \$356,084. Of this amount, \$76,084 represents personnel-related costs.

The remainder (\$280,000) will be expended as follows:

Category	Project/Purpose	Amount
Sub-Contract Work (\$150,000)	GIS-related work	\$5,000
	TV inspection	\$42,000
	Mississippi Avenue repair	\$43,000
	Sligo Creek repair	\$30,000
	Columbia Avenue	\$30,000
Capital Outlay (\$100,000)	Spring Park	\$25,000
	Albany and Buffalo	\$30,000
	Cleveland Avenue infiltration trench	\$45,000
Engineering Services (\$25,000)	Plan for Buffalo and Albany	\$25,000
Office Supplies		\$3,000
Bank Charges		\$2,000

FY07 ACCOMPLISHMENTS – STORMWATER MANAGEMENT FUND

- Installed rain garden for Cleveland Avenue.
- Added inlet and corrected pipe size and extended stormwater system at Elm Avenue and Lincoln Avenue
- Developed, in conjunction with the neighborhood associations, a spring water management plan for Spring Park.
- Added specific stormwater structure location, dimension, and detail to the GIS System.
- Corrected inlet at Cedar Avenue and Tulip Avenue and replaced grate on Spruce Avenue.
- Corrected drainage problems at sidewalk areas on Hickory Avenue, Montgomery Avenue, Poplar Avenue and Davis Avenue.
- Installed underdrain system along a section of Spring Park.
- Corrected drainage problem at driveway apron on Grant Avenue.
- TV inspected sub-basin 5 and sub-basin 2.
- Began Old Carroll and Sligo Creek Parkway stormline pipe lining project.

STORMWATER MANAGEMENT FUND

Performance Measures	FY06 Actual	FY07 Projected	FY08 Projected
Stormwater permits issued	2	0	2
Stormwater concept plans reviewed	2	2	2
Number of waivers granted	3	0	1
Linear feet of line inspected and cleaned	8,203	12,831	20,000
Number of inlets cleaned	140	144	175
Number of emergency inlet cleaning calls	2	3	2
Number of repaired inlets	19	5	15
Number of pavement or grade repairs corrections for drainage	8	7	10
Linear feet of pipe replaced	0	50	50
Number of new inlets constructed	2	2	3
Linear feet of new pipe	350	300	200
Linear feet of infiltration trenches constructed	0	0	350

SOLID WASTE COST COMPARISON

FY07 MONTGOMERY COUNTY WASTE SERVICE CHARGES *

Disposal Charge	\$ 46.40
Base Systems Charge	\$ 49.55
Incremental Systems Benefits Charge	\$ 98.43
Refuse Collection Charge	\$ 66.00
TOTAL	\$ 260.38

*did not include Leaf Vacuum Charge of \$76.92

FY 07 TAKOMA PARK WASTE SERVICE BUDGET

	<u>Program Cost</u>	<u>Cost per household</u> **
Base System Charge		49.55
Refuse Program (4,200 tons annually)	\$ 439,967	\$ 103.04
Recycling Program (1,300 tons annually)	\$ 255,914	\$ 59.93
Yard Trim Program (400 tons annually)	\$ 56,275	\$ 13.18
Appliance Collection (less revenue of \$3,000)	\$ 3,598	\$ 0.84
TOTAL	\$ 755,754	\$ 177

** The City provides service to 4,270 households. The cost per household above reflects this. The City costs are included in the tax rate, paid for by all property taxpayers, not just the 4,270 homes who receive the service.

STREET RESTORATION PROGRAM FY08 - FY 11

STREETS TO BE COMPLETED IN FY 08 Budget \$ 147,752

	Ward	Street Name	From	To	Length	Width	PCI	Study Est	Est. Costs	Method
WSSC	2	Elm Ave.	Linden Cir.	Heather Ave.	312	25	11	\$ 22,075	\$ 20,280	MOB
	2	Elm Ave.	Larch Ave.	Linden Cir.	333	30	17	\$ 28,273	\$ 21,645	MOB
	2	Linden Cir.	Elm Ave.	Cul-de-sac	174	21	17	\$ 10,341	\$ 11,310	MOB
	2	Heather Ave.	Elm Ave.	End of Street	664	22	25	\$ 41,343	\$ 43,160	MOB
	2	Heather Ave.	Sligo Creek Pkwy	Elm Ave.	389	22	19	\$ 24,220	\$ 25,285	MOB
Total								\$ 126,252	\$ 121,680	

STREETS TO BE COMPLETED IN FY 09 Budget \$ 158,055

	Ward	Street Name	From	To	Length	Width	PCI	Study Est	Est. Costs	Method
WSSC	2	Davis Ave.	Central Ave.	Garland Ave.	436	26	38	\$ 32,083	\$ 28,340	MOB
WSSC	1	Darwin Ave.	Grant Ave	End of Street	342	27	40	\$ 47,223	\$ 22,230	TRC
WSSC	4	Maple Ave.	Hilltop Rd.	Sligo Creek Pkwy.	230	25	25	\$ 19,528	\$ 14,950	MO
	3	Westmoreland Ave.	Walnut/Elm Ave.	Carroll Ave.	931	23	38	\$ 60,602	\$ 60,515	MOB
TOTAL								\$ 159,436	\$ 126,035	

STREETS TO BE COMPLETED IN FY 10 Budget \$ 168,358

	Ward	Street Name	From	To	Length	Width	PCI	Study Est	Est. Costs	Restoration Method
WSSC	1	Buffalo Ave.	Takoma Ave.	Albany Ave.	465	23	33	\$ 30,268	\$ 30,225	MOB
WSSC	6	Jackson	Glenside Dr.	Wildwood Dr.	777	25	48	\$ 25,838	\$ 50,505	MO
	6	Wildwood Dr.	Kirklynn Ave.	Anne St.	780	28	38	\$ 74,172	\$ 50,700	MOB
TOTAL								\$ 130,278	\$ 131,430	0

STREETS TO BE COMPLETED IN FY 11 Budget \$ 175,560

Ward	Street Name	From	To	Length	Width	PCI	Study Est	Est. Costs	Restoration	
									Method	
1	Baltimore Ave.	Albany Ave.	Cleveland Ave.	410	23	42	\$ 932	\$ 26,650	PS to MO	
1	Baltimore Ave.	Takoma Ave.	Albany Ave.	654	23	45	\$ 1,486	\$ 42,510	PS to MO	
1	Baltimore Ave.	Cleveland Ave.	New York Ave.	250	23	50	\$ 568	\$ 16,250	PS to MO	
1	Grant Ave.	Dead End	Holly Ave.	760	29	43	\$ 135,257	\$ 60,000	TRC to MOB	
2	Palmer Lane	Flower Ave.	Dead End			not rated	\$ 0	\$ 20,000	MO	
TOTAL							\$ 138,243	\$ 165,410		

STREETS UNDERGOING WSSC MAJOR WORK & RECEIVING 50/50 PAYMENT - UNSCHEDULED ON STREET LIST

Ward	Street Name	From	To	Length	Width	PCI	Total \$	City Share
3/2/2007	Elm Ave	Pine Ave	Ethan Allen Ave	3621	23	78/100		
3	Poplar Ave	Elm Ave.	New Hampshire Ave.	3471	29	80/100		
3	Circle Ave	Poplar Ave	Cockerille Ave	385	20	75		
3	Columbia Ave	Carroll Ave.	Hickory Ave	630	23	88		
2	Jackson Ave.	Flower Ave.	Garland Ave.	1115	33	44/60	\$ 59,747	\$ 29,874
3	Grant Ave.	Maple Ave	Carroll Ave.	1535	24	70/80	\$ 60,773	\$ 30,387
3	Lincoln Ave.	Maple Ave.	Jackson Ave.	1851	23	84/49	\$ 66,746	\$ 33,373
5	Erie Ave.	Maple Ave.	Flower Ave.	813	23	88	\$ 31,658	\$ 15,829
TOTAL							\$ 218,924	\$ 109,462

FY 2008 BUDGET SUMMARY - SPECIAL REVENUE FUNDS

	<u>Audited FY04</u>	<u>Audited FY05</u>	<u>Audited FY06</u>	<u>Budgeted FY07</u>	<u>Estimated FY07</u>	<u>Proposed FY08</u>
<u>REVENUES</u>						
Taxes and utility fees	0	0	0	0	0	0
Licenses and permits	0	0	0	0	0	0
Fines and forfeitures	0	0	0	0	0	0
Use of money and property	150	149	3	0	0	0
Charges for service	377	151	0	0	0	0
Intergovernmental	1,220,772	1,323,611	1,110,936	1,096,964	923,211	694,405
Miscellaneous	0	0	0	0	0	0
Total Revenues	1,221,299	1,323,911	1,110,939	1,096,964	923,211	694,405
<u>EXPENDITURES</u>						
General Government	357,271	117,663	309,941	87,639	46,559	100,500
Police	162,610	171,811	149,014	323,312	320,148	159,261
Public Works	737,467	316,526	570,967	529,192	458,573	187,000
Housing and Community Development	257,000	204,600	24,955	179,229	100,229	185,971
Recreation	262,903	51,984	68,928	62,167	62,167	145,000
Total Expenditures	1,777,251	862,584	1,123,805	1,181,539	987,676	777,732
Excess (deficiency) of revenues over expenditures	(555,952)	461,327	(12,866)	(84,575)	(64,465)	(83,327)
<u>OTHER FINANCING SOURCES (USES)</u>						
Loan proceeds	0	0	0	0	0	0
Operating transfers in (out)	340,900	1,445	1,821	85,881	85,075	36,750
Total Other Financing Sources (Uses)	340,900	1,445	1,821	85,881	85,075	36,750
Excess (deficiency) of revenues and other financing sources over expenditures and other financing uses	(215,052)	462,772	(11,045)	1,306	20,610	(46,577)
<u>FUND BALANCE</u>						
Beginning of year	194,612	(20,440)	442,332	431,287	431,287	451,897
End of year	(20,440)	442,332	431,287	432,593	451,897	405,320

Note: Fund balance figures include the Rehabilitation Loan Program. The portion of the fund balance attributable to the Rehabilitation Loan Program reflects the amount of the notes receivable.

SPECIAL REVENUE FUNDS - EXPENDITURES
GENERAL GOVERNMENT DEPARTMENT

Cable Equipment Grants

\$100,000

Funding Source: Capital equipment grant funds based on the City's franchise agreements with Comcast, RCN (formerly Starpower), and Verizon. The Comcast grant provides a fixed amount on an annual basis over the life of the 15-year franchise agreement. The RCN and Verizon grants are based on a percentage of revenues.

Project: Earmarked for capital expenditures to support the City's access channel.

Bank Charges for Special Revenue Fund

\$500

Funding Source: Operating transfer from General Fund.

Project: Bank charges for maintenance of Special Revenue Funds account.

SPECIAL REVENUE FUNDS - EXPENDITURES
POLICE DEPARTMENT

CSAFE Operational Expenses **\$93,562**

Funding Source: Governor's Office of Crime Control and Prevention.

Project: Covers personnel, operating expenses and some programming expenses for targeted law enforcement (equipment and overtime) and community events.

CSAFE Community Outreach Coordinator **\$5,000**

Funding Source: Montgomery County Weed and Seed Program.

Project: Covers a portion of the salary and other costs for the Outreach Coordinator in the Montgomery County portion of the CSAFE area.

CSAFE Community Outreach Coordinator **\$25,000**

Funding Source: Montgomery County Collaboration Council.

Project: Covers a portion of the personnel and other expenses for the Community Organizer in the Montgomery County portion of the CSAFE area.

CSAFE Community Outreach Coordinator **\$15,000**

Funding Source: Montgomery County.

Project: Covers a portion of the personnel and other expenses for the Community Organizer in the Montgomery County portion of the CSAFE area.

CSAFE Community Outreach Coordinator **\$1,331**

Funding Source: Prince George's County.

Project: Residual monies carried over from prior grant made to CSAFE. Covers miscellaneous expenses for the Community Outreach Coordinator in the Prince George's County portion of the CSAFE area.

Byrne Memorial Justice Assistance Grant **\$11,151**

Funding Source: United States Department of Justice, Bureau of Justice Assistance, Edward Byrne Memorial Justice Assistance Grant Program.

Project: Acquisition of drying cabinet equipment for specialized evidence processing and in-car video camera system.

Homeland Security Grant**\$8,217**

Funding Source: Department of Homeland Security, Law Enforcement Terrorism Prevention Program. Pass-through monies to State and to County.

Project: Acquisition of a radio interoperability device and establishment of off-site data backup.

SPECIAL REVENUE FUNDS - EXPENDITURES
PUBLIC WORKS DEPARTMENT

Holton Lane Streetscape Improvements

\$70,000

Funding Source: Montgomery County Department of Housing and Community Affairs' Community Development Block Grant (CDBG) program, Program Year 32. City receives an average annual allocation of \$167,000 from the County. Council approves all awards for local projects and programming.

Project: Completion of planned streetscape improvements along the commercial section of Holton Lane to create a more pedestrian-oriented atmosphere. Planned activities include installation of lamps on existing streetlights and utility posts, installation of boulevard trees and landscaping.

Maple Avenue Streetscape Improvements - Phase I

\$50,000

Funding Source: Montgomery County Department of Housing and Community Affairs' Community Development Block Grant (CDBG) program, Program Year 32. City will receive an allocation of approximately \$167,000 from the County. Council approves all awards for local projects and programming.

Project Description: Planning and engineering of a series of streetscape improvements designed to increase pedestrian safety and improve the appearance of the residential neighborhood along Maple Avenue (Philadelphia Avenue to Sligo Creek Parkway).

Safe Routes to School

\$67,000

Funding Source: Maryland Highway Safety Program's Safe Routes to School Program award. A total of \$149,100 was awarded for this initiative. Grant funds, which extend over an 18-month period, will be accounted for in the FY07, FY08 and FY09 budgets.

Project: Design and construction of sidewalk and related pedestrian safety improvements along Grant Avenue, between Holly and the Community Center and at the Maple Avenue and Sligo Creek Parkway intersection.

SPECIAL REVENUE FUNDS - EXPENDITURES
HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

Community Legacy Loan

\$79,000

Funding Source: Maryland Department of Housing and Community Development, Community Legacy Program. Funds are awarded on a competitive basis with the expectation that the award will be repaid to the State.

Project: Funds were awarded in 2004 to facilitate the construction of a new parking structure in the Old Takoma business district. Due to delays in the project, funds have been reprogrammed and are to be used to finance a variety of improvements at one or more privately owned parking areas in the Old Takoma. Funds allocated for this project will be repaid to the State from loan repayments made by participating property owners.

Manna Food Center - Takoma Park Food Distribution Site

\$4,500

Funding Source: Montgomery County Department of Housing and Community Affairs' Community Development Block Grant (CDBG) program, Program Year 32. City will receive an allocation of approximately \$167,000 from the County. Council approves all awards for local projects and programming.

Project Description: Weekly distribution of 150 boxes of food to low and moderate income residents of Franklin Apartments (7620 Maple Avenue) and other Maple Avenue apartment complexes.

Columbia Union College - Victory Tower Health Care Project

\$12,500

Funding Source: Montgomery County Department of Housing and Community Affairs' Community Development Block Grant (CDBG) program, Program Year 32. City will receive an allocation of approximately \$167,000 from the County. Council approves all awards for local projects and programming.

Project Description: Provision of bi-monthly on-site, one-on-one health assessment services for the residents of Victory Tower (7050 Carroll Avenue). A secondary component of the project is the recording of family histories of the residents.

Takoma Park Boys and Girls Club Youth Sports Program

\$8,250

Funding Source: Montgomery County Department of Housing and Community Affairs' Community Development Block Grant (CDBG) program, Program Year 32. City will receive an allocation of approximately \$167,000 from the County. Council approves all awards for local projects and programming.

Project Description: Expansion of athletic programming and team sports for at-risk LM youth.

ADA Accessibility Plan - Phase I

\$25,000

Funding Source: Montgomery County Department of Housing and Community Affairs' Community Development Block Grant (CDBG) program, Program Year 32. City will receive an allocation of approximately \$167,000 from the County. Council approves all awards for local projects and programming.

Project Description: Development of ADA Accessibility Policy and Plan. Recommendations of completed study are to be implemented on a citywide basis on city streets with sidewalks on one or both sides of the street, over a two-year period.

Project for Public Spaces

\$15,000

Funding Sources: Kellogg Foundation – Project for Public Spaces grant. City serves as fiscal agent for the Takoma Park Farmer's Market, which is implementing the project.

Project Description: Development and implementation of a producer's only farmers market in the Takoma Langley Park Crossroads area. Funds are to be used to marketing, staffing, micro loans, lease payments, security, maintenance and other market related activities.

Safe Routes to School

\$41,721

Funding Source: Maryland Highway Safety Program's Safe Routes to School Program award. A total of \$149,100 was awarded for this initiative. Grant funds, which extend over an 18-month period, will be accounted for in the FY07, FY08 and FY09 budgets.

Project Description: Implementation of variety of initiatives designed to increase the number of school age children who walk to and from school. Programming includes consultant services, pedestrian counts, and bicycle and pedestrian workshops.

SPECIAL REVENUE FUNDS - EXPENDITURES
RECREATION DEPARTMENT

Jackson Boyd Park **\$65,000**

Funding Source: State of Maryland, Department of Natural Resources, Program Open Space

Project: Renovation of playground, including removal and replacement of non-ADA compliant equipment.

Jequie Park **\$80,000**

Funding Source: State of Maryland, Department of Natural Resources, Program Open Space

Project: Restoration of the field area and the installation of a sprinkler system for the ball field.